

XP KEYBOARD SHORTCUTS & COMMANDS

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General keyboard shortcuts TEST

- CTRL+C (Copy)
- CTRL+X (Cut)
- CTRL+V (Paste)
- CTRL+Z (Undo)
- DELETE (Delete)
- SHIFT+DELETE (Delete the selected item permanently without placing the item in the Recycle Bin)
- CTRL while dragging an item (Copy the selected item)
- CTRL+SHIFT while dragging an item (Create a shortcut to the selected item)
- F2 key (Rename the selected item)
- CTRL+RIGHT ARROW (Move the insertion point to the beginning of the next word)
- CTRL+LEFT ARROW (Move the insertion point to the beginning of the previous word)
- CTRL+DOWN ARROW (Move the insertion point to the beginning of the next paragraph)
- CTRL+UP ARROW (Move the insertion point to the beginning of the previous paragraph)
- CTRL+SHIFT with any of the arrow keys (Highlight a block of text)
- SHIFT with any of the arrow keys (Select more than one item in a window or on the desktop, or select text in a document)
- CTRL+A (Select all)
- F3 key (Search for a file or a folder)
- ALT+ENTER (View the properties for the selected item)
- ALT+F4 (Close the active item, or quit the active program)
- ALT+ENTER (Display the properties of the selected object)
- ALT+SPACEBAR (Open the shortcut menu for the active window)
- CTRL+F4 (Close the active document in programs that enable you to have multiple documents open simultaneously)
- ALT+TAB (Switch between the open items)
- ALT+ESC (Cycle through items in the order that they had been opened)
- F6 key (Cycle through the screen elements in a window or on the desktop)
- F4 key (Display the Address bar list in My Computer or Windows Explorer)
- SHIFT+F10 (Display the shortcut menu for the selected item)
- ALT+SPACEBAR (Display the System menu for the active window)
- CTRL+ESC (Display the Start menu)
- ALT+Underlined letter in a menu name (Display the corresponding menu)
- Underlined letter in a command name on an open menu (Perform the corresponding command)
- F10 key (Activate the menu bar in the active program)
- RIGHT ARROW (Open the next menu to the right, or open a submenu)
- LEFT ARROW (Open the next menu to the left, or close a submenu)
- F5 key (Update the active window)
- BACKSPACE (View the folder one level up in My Computer or Windows Explorer)
- ESC (Cancel the current task)
- SHIFT when you insert a CD-ROM into the CD-ROM drive (Prevent the CD-ROM from automatically playing)
- CTRL+SHIFT+ESC (Open Task Manager)

Dialog box keyboard shortcuts

If you press SHIFT+F8 in extended selection list boxes, you enable extended selection mode. In this mode, you can use an arrow key to move a cursor without changing the selection. You can press CTRL+SPACEBAR or SHIFT+SPACEBAR to adjust the selection. To cancel extended selection mode, press SHIFT+F8 again. Extended selection mode cancels itself when you move the focus to another control.

- CTRL+TAB (Move forward through the tabs)
- CTRL+SHIFT+TAB (Move backward through the tabs)
- TAB (Move forward through the options)
- SHIFT+TAB (Move backward through the options)
- ALT+Underlined letter (Perform the corresponding command or select the corresponding option)
- ENTER (Perform the command for the active option or button)
- SPACEBAR (Select or clear the check box if the active option is a check box)
- Arrow keys (Select a button if the active option is a group of option buttons)
- F1 key (Display Help)
- F4 key (Display the items in the active list)
- BACKSPACE (Open a folder one level up if a folder is selected in the Save As or Open dialog box)

Windows Explorer keyboard shortcuts

- END (Display the bottom of the active window)
- HOME (Display the top of the active window)
- NUM LOCK+Asterisk sign (*) (Display all of the subfolders that are under the selected folder)
- NUM LOCK+Plus sign (+) (Display the contents of the selected folder)
- NUM LOCK+Minus sign (-) (Collapse the selected folder)
- LEFT ARROW (Collapse the current selection if it is expanded, or select the parent folder)
- RIGHT ARROW (Display the current selection if it is collapsed, or select the first subfolder)

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An A-Z Index of the Windows NT/XP command line

ADDUSERS Add or list users to/from a CSV file
ARP Address Resolution Protocol
ASSOC Change file extension associations
ASSOCIAT One step file association
AT Schedule a command to run at a later time
ATTRIB Change file attributes

BOOTCFG Edit Windows boot settings
BROWSTAT Get domain, browser and PDC info

CACLS Change file permissions
CALL Call one batch program from another
CD Change Directory - move to a specific Folder
CHANGE Change Terminal Server Session properties
CHKDSK Check Disk - check and repair disk problems
CHKNTFS Check the NTFS file system
CHOICE Accept keyboard input to a batch file
CIPHER Encrypt or Decrypt files/folders
CleanMgr Automated cleanup of Temp files, recycle bin
CLEARMEM Clear memory leaks
CLIP Copy STDIN to the Windows clipboard.
CLS Clear the screen
CLUSTER Windows Clustering
CMD Start a new CMD shell
COLOR Change colors of the CMD window
COMP Compare the contents of two files or sets of files
COMPACT Compress files or folders on an NTFS partition
COMPRESS Compress individual files on an NTFS partition
CON2PRT Connect or disconnect a Printer
CONVERT Convert a FAT drive to NTFS.
COPY Copy one or more files to another location
CSVDE Import or Export Active Directory data

DATE Display or set the date
Dcomcnfg DCOM Configuration Utility
DEFRAG Defragment hard drive
DEL Delete one or more files
DELPREF Delete NT user profiles
DELTREE Delete a folder and all subfolders
DevCon Device Manager Command Line Utility
DIR Display a list of files and folders
DIRUSE Display disk usage
DISKCOMP Compare the contents of two floppy disks
DISKCOPY Copy the contents of one floppy disk to another
DNSSTAT DNS Statistics
DOSKEY Edit command line, recall commands, and create macros
DSADD Add user (computer, group..) to active directory
DSQUERY List items in active directory
DSMOD Modify user (computer, group..) in active directory

ECHO Display message on screen
ENDLOCAL End localisation of environment changes in a batch file
ERASE Delete one or more files

EXIT Quit the CMD shell
 EXPAND Uncompress files
 EXTRACT Uncompress CAB files

FC Compare two files
 FDISK Disk Format and partition
 FIND Search for a text string in a file
 FINDSTR Search for strings in files
 FOR /F Loop command: against a set of files
 FOR /F Loop command: against the results of another command
 FOR Loop command: all options Files, Directory, List
 FORFILES Batch process multiple files
 FORMAT Format a disk
 FREEDISK Check free disk space (in bytes)
 FSUTIL File and Volume utilities
 FTP File Transfer Protocol
 FTYPE Display or modify file types used in file extension associations

GLOBAL Display membership of global groups
 GOTO Direct a batch program to jump to a labelled line

HELP Online Help
 HFNETCHK Network Security Hotfix Checker

IF Conditionally perform a command
 IFMEMBER Is the current user in an NT Workgroup
 IPCONFIG Configure IP

KILL Remove a program from memory

LABEL Edit a disk label
 LOCAL Display membership of local groups
 LOGEVENT Write text to the NT event viewer.
 LOGOFF Log a user off
 LOGTIME Log the date and time in a file

MAPISEND Send email from the command line
 MEM Display memory usage
 MD Create new folders
 MODE Configure a system device
 MORE Display output, one screen at a time
 MOUNTVOL Manage a volume mount point
 MOVE Move files from one folder to another
 MOVEUSER Move a user from one domain to another
 MSG Send a message
 MSIEXEC Microsoft Windows Installer
 MSINFO Windows NT diagnostics
 MSTSC Terminal Server Connection (Remote Desktop Protocol)
 MUNG E Find and Replace text within file(s)
 MV Copy in-use files

NET Manage network resources
 NETDOM Domain Manager
 NETSH Configure network protocols
 NETSVC Command-line Service Controller

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NBTSTAT Display networking statistics (NetBIOS over TCP/IP)
NETSTAT Display networking statistics (TCP/IP)
NOW Display the current Date and Time
NSLOOKUP Name server lookup
NTBACKUP Backup folders to tape
NTRIGHTS Edit user account rights

PATH Display or set a search path for executable files
PATHPING Trace route plus network latency and packet loss
PAUSE Suspend processing of a batch file and display a message
PERMS Show permissions for a user
PERFMON Performance Monitor
PING Test a network connection
POPD Restore the previous value of the current directory saved by PUSHHD
PORTQRY Display the status of ports and services
PRINT Print a text file
PRNCNFG Display, configure or rename a printer
PRNMNGR Add, delete, list printers set the default printer
PROMPT Change the command prompt
PsExec Execute process remotely
PsFile Show files opened remotely
PsGetSid Display the SID of a computer or a user
PsInfo List information about a system
PsKill Kill processes by name or process ID
PsList List detailed information about processes
PsLoggedOn Who's logged on (locally or via resource sharing)
PsLogList Event log records
PsPasswd Change account password
PsService View and control services
PsShutdown Shutdown or reboot a computer
PsSuspend Suspend processes
PUSHHD Save and then change the current directory

QGREP Search file(s) for lines that match a given pattern.

RASDIAL Manage RAS connections
RASPHONE Manage RAS connections
RECOVER Recover a damaged file from a defective disk.
REG Read, Set or Delete registry keys and values
REGEDIT Import or export registry settings
REGSVR32 Register or unregister a DLL
REGINI Change Registry Permissions
REM Record comments (remarks) in a batch file
REN Rename a file or files.
REPLACE Replace or update one file with another
RD Delete folder(s)
RDISK Create a Recovery Disk
RMTSHARE Share a folder or a printer
ROBOCOPY Robust File and Folder Copy
ROUTE Manipulate network routing tables
RUNAS Execute a program under a different user account
RUNDLL32 Run a DLL command (add/remove print connections)

SC Service Control
SCHTASKS Create or Edit Scheduled Tasks

SCLIST Display NT Services
ScriptIt Control GUI applications
SET Display, set, or remove environment variables
SETLOCAL Control the visibility of environment variables
SETX Set environment variables permanently
SHARE List or edit a file share or print share
SHIFT Shift the position of replaceable parameters in a batch file
SHORTCUT Create a windows shortcut (.LNK file)
SHOWGRPS List the NT Workgroups a user has joined
SHOWMBRS List the Users who are members of a Workgroup
SHUTDOWN Shutdown the computer
SLEEP Wait for x seconds
SOON Schedule a command to run in the near future
SORT Sort input
START Start a separate window to run a specified program or command
SU Switch User
SUBINACL Edit file and folder Permissions, Ownership and Domain
SUBST Associate a path with a drive letter
SYSTEMINFO List system configuration

TASKLIST List running applications and services
TIME Display or set the system time
TIMEOUT Delay processing of a batch file
TITLE Set the window title for a CMD.EXE session
TOUCH Change file timestamps
TRACERT Trace route to a remote host
TREE Graphical display of folder structure
TYPE Display the contents of a text file

USRSTAT List domain usernames and last login

VER Display version information
VERIFY Verify that files have been saved
VOL Display a disk label

WHERE Locate and display files in a directory tree
WHOAMI Output the current UserName and domain
WINDIFF Compare the contents of two files or sets of files
WINMSD Windows system diagnostics
WINMSDP Windows system diagnostics II
WMIC WMI Commands

XCACLS Change file permissions
XCOPY Copy files and folders

Microsoft Help pages: Windows XP - 2003 Server

Links to other Sites, books etc...